

**District Township Supervisors
Business Meeting
August 19, 2021**

BUSINESS MEETING CALL TO ORDER

Chairman Ed Overberger called to order the District Township Board of Supervisors Business Meeting, held at 202 Weil Road, Boyertown, PA at 7:05 p.m. Present were Chairman Ed Overberger, Vice-Chairman Leonard Robb, Solicitor Gene Orlando, Engineer John Weber, Emergency Management Coordinator Tim Adam and Secretary Elaine Schwien. Road Crew members Bob Ralston and Ron Leibowitz attended. Mike Aston of Aston Surveyors/Engineers was also present.

MINUTES

A motion was made by Mr. Overberger, seconded by Mr. Robb, to approve the minutes of July 15, 2021 Business Meeting. All in favor.

PUBLIC PARTICIPATION

None.

SOLICITOR - Eugene Orlando

Draft Tree Removal Ordinance: Solicitor Orlando provided a revised draft ordinance for the Board to review. (Cleaned up typos and improved definitions but substantively the same as the first draft.) The Board decided to correct the wording in Section 6 (fines and penalties) to be consistent with the Second Class Township Code. Lengthy discussion was held, with the Board determining there is a need to establish a process (ordinance) to address the removal of diseased/dangerous trees that impact public safety or the use of public roads. Mr. Overberger made a motion to authorize the advertisement of the Tree Removal Ordinance for a Public Hearing on September 16, 2021 at 7 p.m. Seconded by Mr. Robb. All in favor.

Wireless Facilities Act: Review of Act 50 directed to LTL Consultants/compare to current zoning provisions.

County-Provided Consolidated Dispatch Services; Resolution/New Agreement: For next month's meeting.

Record Keeping Policy: Secretary to review current records retention policy (Resolution 2014-12) and current Municipal Records Manual for possible changes/updates to Township record keeping.

Posting Meeting Agendas: Solicitor Orlando reviewed Act 65 which amends the Sunshine Law requiring meeting agendas to be posted at least 24 hours in advance of each meeting.

ROADMASTER - Ed Overberger

Stormwater Culverts: Per Mr. Weber, the bonds have been received from Bertolet Construction. Timeframe for endwalls is unknown, a long time.

2021 Roadwork:

- Chew Road – Waiting on Carl Bales Excavating schedule.

Onroad Rebate Program - Kodiak: Application submitted. The Township received a good letter of support from Senator Mensch's office.

2021-2022 Road Salt Contract: The Secretary explained currently in-between contracts. The 2021-2022 salt contract has been delayed and the prior year's contract minimum has been fulfilled. The Township cannot order salt at this time.

Road Crew Application: Mr. Overberger will follow-up on new Road Crew application.

ZONING OFFICER – John Weber

13 Long Lane: Another junk vehicle has been removed, one remaining. Overall the improvement to the property is significant from where it began. LTL will continue to monitor.

875 Huffs Church Road: Property owners are continuing to cleanup. LTL will continue to monitor.

PLANNING COMMISSION—Piper Sherburne

Cynthia L. Brensinger Minor Subdivision: Per Mr. Weber, the applicant provided an extension of time for the review of the plan. Mr. Overberger made a motion to accept the extension of time on the Cynthia L. Brensinger Minor Subdivision until 12/17/21. Seconded by Mr. Robb. All in favor.

Windish-Harrier-Erb Lot Annexation: Per Mr. Weber, all the conditional final plan approval items have been met. The deeds have been reviewed, the pins have been set (received sealed letter from the surveyor) and the plans are signed. Ready for approval without conditions. Mr. Overberger made a motion to approve the final plans for the Windish-Harrier-Erb Lot Annexation. Seconded by Mr. Robb. All in favor.

Meitzler Annexation Sketch Plan: Per Mr. Weber, received copy of informal plan.

ENVIRONMENTAL ADVISORY COMMITTEE—Piper Sherburne

Spotted Lanternfly: No report.

BUILDING COMMITTEE-Leonard Robb

HVAC Repair: Mr. Robb made a motion to approve the quote from Art Smith and Son Heating and Air Conditioning, dated 8/4/21, for up to \$1,100. Seconded by Mr. Overberger. All in favor.

Floor Renovation: Mr. Robb obtained a flooring proposal (by phone) from Division 09 Contract Flooring in the amount of \$9,800. The proposal includes flooring (vinyl/carpet) for the meeting room, vestibule, corridor and front office room. The Board reviewed and discussed the written proposal deciding to have Division 09 (COSTARS) come out to firm up the pricing, materials, etc.

RECREATION- John Burger

Fencing: No report.

EMERGENCY MANAGEMENT – Tim Adam

Per Mr. Adam EBFD responded to 31 calls in the month of July with 2 of them being in District Township. Year-to-date 261 calls. There is an upcoming chicken BBQ to support the fire department. Mr. Adam will attend an American Red Cross class.

Radio Updates: Motorola technician will upgrade radio firmware.

TREASURER REPORT – Karen Krall

Elaine Schwien reported:

As of July 31, 2021 the balances were:

General Fund	\$ 719,877.74
State Fund	\$ 159,274.98
Capital Reserve	\$ 264,423.66
Culvert Bridge Fund	\$ 484,541.89
American Rescue Plan Fund	<u>\$ 74,472.63</u>
Total	\$ 1,702,590.90

Status of Escrow Accounts:

904/906 Huffs Church Road Balance: Schwien \$250/Miller \$250.

DISBURSEMENTS

Total General & Payroll Fund Disbursement: \$20,641.46

Total State Fund Disbursement: \$0

A motion was made by Mr. Overberger to pay the bills in the amount of \$20,641.46. Seconded by Mr. Robb. All in favor.

OLD BUSINESS

American Rescue Plan Fund – Budget Resolution: Not ready to adopt.

Refresh Township Logo: No update.

NEW BUSINESS

Tax Collection Committee Resolution: Mr. Overberger made a motion to adopt Resolution 2021-12 regarding the alternate delegate to the Berks County Tax Collection Committee, authorizing the Township Secretary to certify the resolution and sign the document. Seconded by Mr. Robb. All in favor. Additional signatures of Mr. Overberger and Mr. Robb obtained.

Green Tree Technology – Update WiFi System/Laptop Performance Upgrades: Estimates reviewed by the Board. Mr. Overberger made a motion to have Green Tree Technology upgrade the laptop as per their estimate #387 in the amount of \$238.88. Seconded by Mr. Robb. All in favor. Mr. Overberger made a motion to authorize Green Tree Technology to upgrade the WiFi system as per their estimate #388 in the amount of \$482.49. Seconded by Mr. Robb. All in favor. Mr. Overberger authorized the Secretary to obtain pricing from Green Tree Technology for a new computer/monitor/software to replace the outdated office system.

Center for Dirt & Gravel Roads ESM Training 2021-2022: Road Crew members Bob Ralston and Ron Leibowitz will attend. Training is free.

PSATS Annual Business Meeting/Centennial Celebration Dinner/Hotel Reservation: Mr. Robb made a motion authorizing Mr. Overberger’s attendance at the PSATS annual business meeting/dinner as the voting delegate on behalf of District Township at a cost up to \$500. Seconded by Mr. Overberger. All in favor.

PUBLIC PARTICIPATION

Public Comment: None further.

ADJOURNMENT

With no further business to come before the Board, there was a motion made by Mr. Overberger, seconded by Mr. Robb, to adjourn the business meeting at 8:50 p.m. All in favor.

Respectfully submitted,

Elaine Schwien
District Township Secretary